



VIRGINIA DEFENSE FORCE

IMAR Training

18 JULY 2020

0800 - 1200

Lead Instructor: 1LT Matthew Pearson (Echo Co. / 1st)
Assistant Instructor: SGT Harper Dorsk (Echo Co. / 1st)



AGENDA



- TACPAK INTRODUCTION
 - Draw TACPAK FORM 2062 (Hand Receipt)
 - TACPAK Overview
 - TACPAK Set Up
- Agency Introductions
 - Virginia Emergency Operations Center (VEOC)
 - Virginia Emergency Team (VERT)
 - Emergency Support Functions (ESFs)
 - Response Process
- WEBEOC
 - Core Functions
 - Interface Introduction / Walk-thru
- STATE ACTIVE DUTY (SAD) Discussion



SAFETY BRIEF



- Exit Locations
- Latrine Locations
- Perform Proper Social Distancing Protocols
 - Face Mask/Covering
 - Maintain 6 feet separation
 - Face Mask/Covering in close settings if 6 feet can't be maintained



TACPAK INTRODUCTION



- Overview of TACPAK
 - Draw TACPAK / Perform PMCS
 - Inventory
 - Power Management
 - Computer WLAN and WiFi
 - Printer / Scanner
 - GPS / Video / Camera
 - Telephony: Terr. & Sat.
 - Skype and PolyCom
- TACPAK SETUP
- Class Exercise: TACPAK Set-Up





TACPAK INTRODUCTION



- Draw TACPAK and Perform PMCS
 - Team leader signs for and shows VDF Form 2062 (Hand Receipt) for equipment.
 - Team leader indicates what items are maintenance indicators and how to obtain required maintenance.
 - DA Form 2404: Equipment Inspection And Maintenance Worksheet



DRAW TACPAK

- Hand Receipt: DA FORM 2062

HAND RECEIPT/ANNEX NUMBER <small>For use of this form, see DA PAM 710-2-1. The proponent agency is ODCSLOG.</small>		FROM: JFHQ J6 MSgt Michael G. Pittman 804.236.7789		TO:		HAND RECEIPT NUMBER								
FOR ANNEX ONLY	END ITEM STOCK NUMBER Local Purchase	END ITEM DESCRIPTION 308 Systems TAC PAK 19	PUBLICATION NUMBER			PUBLICATION DATE	QUANTITY 01							
STOCK NUMBER a.		ITEM DESCRIPTION b.			* c.	SEC d.	UI e.	QTY AUTH f.	9. QUANTITY					
									A	B	C	D	E	F
Local Purchase		Verizon Jetpack Mifi card S/N: 4A5161P1H00a6D Phone Number: 804.456.6875 SSID: Verizon-791L-ED48 Password: d13a5c31					EA	01						
Local Purchase		Halogen Light/Red					EA	01						
Local Purchase		Visioneer Copy/Fax/Scanner Strobe XP100					EA	01						
Local Purchase		D-Link Router					EA	01						
Local Purchase		30W Solar cell with power cord and extender cord					EA	01						
Local Purchase		Panasonic CF-S2 Laptop with external power supply. S/N: 8JTYA19034					EA	01						
Local Purchase		Canon PIXMA iP100 Printer					EA	01						
Local Purchase		Canon Vixia HF103 Camera SN: 77202521106 with external charger					EA	01						
Local Purchase		12V DC/AC Converter					EA	01						
Local Purchase		EarthMate GPS LT_40					EA	01						
Local Purchase		Broadcom ME2 802.11 Wireless Network with USB/RJ45 adapter					EA	01						
Local Purchase		USB VOIP Phone /Red					EA	01						
Local Purchase		Hard Shell Case with 308 built-in power management center					EA	01						
Local Purchase		Iridium Sat Phone (IMEI: 300215070109540 with external travel charger SAT Phone number: 8816-763-45603)					EA	01						
Local Purchase		25 AMP Glass Fuses					EA	03						
Local Purchase		Logitech web Cam					EA	01						

* WHEN USED AS A:
 HAND RECEIPT, enter Hand Receipt Annex Number
 HAND RECEIPT FOR QUARTERS FURNITURE, enter Condition Codes
 HAND RECEIPT ANNEX/COMPONENTS RECEIPT, enter Accounting Requirements Code (ARC).

PAGE 1 OF 2 PAGES

DA FORM 2062, JAN 1982 EDITION OF JAN 58 IS OBSOLETE APD LC x2.10



DRAW TACPAK

- Hand Receipt: DA FORM 2062

STOCK NUMBER a.	ITEM DESCRIPTION b.	- c.	SEC d.	UI e.	QTY AUTH f.	g. QUANTITY					
						A	B	C	D	E	F
Local Purchase	Quick Start Sheet and Initial User Set up Requirement Sheets			EA	01						
Local Purchase	USB Targus Mouse			EA	01						
Local Purchase	TAC PAK DC Power cable with CIG Plug			EA	01						
Local Purchase	TAC PAK AC Power cable with standard Plug			EA	01						
Local Purchase	5Pin USB Cord (white)			EA	01						
Local Purchase	CATS RJ45 20' cable (Blue)			EA	01						
Local Purchase	RJ11 Phone Cord (Black)			EA	01						
Local Purchase	Cream USB Cable			EA	01						
Local Purchase	Black Travel Bag			EA	01						
Local Purchase	BGAN External AC Power Charging supply			EA	01						
Local Purchase	Spare BGAN Battery			EA	01						
Local Purchase	USB Universal Charging Cable by Netgear			EA	01						
Local Purchase	15' USB extender cable (Black)			EA	01						
Local Purchase	5Pin USB Cord (Black)			EA	01						
Local Purchase	BGAN Model: 9201 IMEI: 351785-00-000997-8 with white extended power cord			EA	01						
***** NO MORE ITEMS FOLLOW *****				**	**						



DRAW TACPAK

- Filling Out Hand Receipt

HAND RECEIPT/ANNEX NUMBER <small>For use of this form, see DA PAM 710-2-1. The proponent agency is ODCSLOG.</small>		FROM JFHQ J6 MSgt Michael G. Pittman 804.236.7789		TO:		HAND RECEIPT NUMBER								
FOR ANNEX ONLY	END ITEM STOCK NUMBER Local Purchase	END ITEM DESCRIPTION 308 Systems TAC PAK 19	PUBLICATION NUMBER			PUBLICATION DATE	QUANTITY 01							
a.	b.	c.	d.	e.	f.	g.	QUANTITY							
							A	B	C	D	E	F		
Local Purchase	Verizon Jetpack Mifi card S/N: 4A51611100u6D Phone Number: 804.456.6875 SSID: Verizon-7911-ED48 Password: d13a5c31				EA	01	1							
Local Purchase	Halogen Light/Red				EA	01	1							
Local Purchase	Visioneer Copy/Fax/Scanner Stroke XP100				EA	01	1							
Local Purchase	D-Link Router				EA	01	1							
Local Purchase	30W Solar cell with power cord and extender cord				EA	01	1							
Local Purchase	Panasonic CF-S2 Laptop with external power supply, S/N: 8J1YA19034				EA	01	1							
Local Purchase	Canon PIXMA iP100 Printer				EA	01	1							
Local Purchase	Canon Vixia HF100 Camera SN: 77202521106 with external charger				EA	01	1							
Local Purchase	12V DC/AC Converter				EA	01	1							
Local Purchase	EarthMate GPS LT-40				EA	01	1							
Local Purchase	Broadercom ME2 802.11 Wireless Network with USB/RJ45 adapter				EA	01	1							
Local Purchase	USB VOIP Phone Red				EA	01	1							
Local Purchase	Hard Shell Case with 308 built-in power management center				EA	01	1							
Local Purchase	Iridium Sat Phone IMEI: 309215070109540 with external travel charger SAT Phone number: 8816-763-45603				EA	01	1							
Local Purchase	25 AMP Glass Fuses				EA	03	3							
Local Purchase	Logitech web Cam				EA	01	1							

* WHEN USED AS A:

HAND RECEIPT, enter Hand Receipt Annex Number
HAND RECEIPT FOR QUARTERS FURNITURE, enter Condition Codes
HAND RECEIPT ANNEX COMPONENTS RECEIPT, enter Accounting Requirements Code (ARC).

PAGE 1 OF 2 PAGES

Record
Quantity of
each item in
Section G



- Filling Out Hand Receipt

[illegible]

**Printed Last, First
Name and Date
Underneath Place
your signature**

[illegible]



TACPAK CONFIGURATIONS



TACPAK "HEAVY"



TACPAK "LITE" (2016 Version)





TACPAK "LITE" INVENTORY



- TACPAK "LITE" (2016 version)
 - Surface Tablet
 - Head Phones
 - Mouse
 - WIFI
 - Cell Phone





TACPAK "HEAVY" INVENTORY



- INMARSAT BGAN Satellite Dish
- Visioneer XP100 Copy/Fax/Scanner
- D-Link Router
- 30W Solar Cell with cords
- Panasonic CF-52 laptop computer
- 308 TAC-PAK Power Center
- Canon Pixma iP90v Printer
- Canon Vixia HF10 Camera
- 12V CD/AC Converter
- EarthMate GPS LT-40
- Iridium Satellite Phone
- Logitech Web Camera
- USB / RJ45 Adapter
- TAC-PAK DC & AC plugs



POWER MANAGEMENT



- AC: 110 / 240 volt
- DC: 10 – 34 volt
- Car / vehicle
- Solar Panel
- Battery (8 hours)



COMPUTER WLAN & WIFI



- Hardened Laptop
- Detachable for better ergonomics
- Router
- Wired / wireless ethernet
- Battery
- Pre-loaded pre-configured software



COMPUTER WLAN & WIFI



- Wired and Wireless switch/router
 - Access and share data network
 - Interface with local LAN
- Cellular Air Card (Verizon)
 - High Speed (12 Mps) if available
- BGAN SATCOM Terminal
 - Mid Speed (492 Kbs or 256 Kbs)



PRINTER / SCANNER



- Ink Jet Printer: B&W or Color
- Scanner: 600 Dpi / 24-bit color
- Copy: Scan then Print



GPS / VIDEO / CAMERA



- EarthMate GPS LT-40: air or ground mode
- Canon Vixia Camera: video or still photos
- SD Cards into Computer
- Logitech WebCam



TELEPHONY: TERR. & SAT.



- Voice Over Internet Protocol (VoIP): Skype or Handset)
- Iridium Satellite Phone (SATPhone): Handheld Phone
- Broadband Global Area Network (BGAN) Satellite Communications (SATCOM)



PLACE TACPAK INTO OPERATION



BASIC STEPS

1. Place TACPAK on Sturdy Flat Surface
2. Open and Identify All Cables
3. Connect All Power and Data Cables
4. Turn on Master power Switch
5. Power Up All Components



PLACE TACPAK INTO OPERATION



- Place TACPAK on Sturdy Flat Surface
- Open and Identify All Cables





PLACE TACPAK INTO OPERATION

- Connect All Power and Data Cables
- Turn on Master Power Switch
- Check TACPAK Battery Level





PLACE TACPAK INTO OPERATION

- Establish Internet Connection
- Ensure AirCard Inserted into Router
- Connect Laptop through WiFi





PLACE TACPAK INTO OPERATION



- OR Cable Router and Laptop
- OR Insert AirCard into Laptop





PLACE TACPAK INTO OPERATION



- Local Area Network Connection Checks
 - Test E-Mail Function
 - Test Print and Scan Functions





PLACE TACPAK INTO OPERATION



- Connect and Power up BGAN
- Deploy Satellite Dish in Line-of-Sight





ENDED OF SECTION



TAKE AT 10 MINUTE BREAK



TACPAK SETUP

- CLASS ACTIVITY





ENDED OF SECTION



TAKE AT 10 MINUTE BREAK



Agency Introductions

- Virginia Emergency Operations Center (VEOC)
- Virginia Emergency Support Team (VEST)
- Emergency Support Functions (ESFs)
- Response Process



VIRGINIA EMERGENCY OPERATIONS CENTER (VEOC)



- During normal operations, it is the responsibility of Virginia Department of Emergency Management (VDEM) to manage the Virginia Emergency Operations Center (VEOC).
 - The VEOC hosts the Virginia Emergency Support Team (VEST) and the Commonwealth's Emergency Support Functions (ESFs), which respond to calls for assistance from local governments throughout the Commonwealth
 - The VEOC is not an incident command center; it is an incident coordination center.
- The VEOC will be under control of the State Coordinator of Emergency Management, who reports directly to the Governor. The supporting staff is the VEST, which is comprised of other designated state agencies, nonprofit organizations, and designated private sector agencies.
 - Members of the VEST coordinate to provide support to the on-scene local government representative



VIRGINIA EMERGENCY SUPPORT TEAM (VEST)



- Virginia Emergency Support Team (VEST)
 - Coordinate response to disasters and emergencies throughout the Commonwealth when augmented
 - Comprised of more than 300 credentialed members, the VEST draws its staff from more than 40 State Agencies, dozens of NGOs, and private sector companies such as Verizon and Dominion.





VIRGINIA EMERGENCY SUPPORT TEAM (VEST)



- The VEST Coordinator will authorize a request for staffing of Sections and ESFs required for response to the incident/event
- This request is communicated to VEST point of contacts by the VDEM Operations Section Chief via the Statewide Alert Network (SWAN)
- VEST Section Chiefs and ESF group leaders will notify their personnel to respond to the VEOC, and provide a staffing plan to the VEST Operations Section Chief



EMERGENCY SUPPORT FUNCTIONS (ESFs)

- Identified by the National Response Framework and Commonwealth of Virginia Emergency Operations Plan (COVEOP)
- Provide structure for state interagency response
- Comprised of:
 - State departments and agencies
 - Non-governmental organizations (NGOs)
- In Virginia, the seventeen (17) Emergency Support Functions (ESFs) assign primary support and cooperating agencies and organizations for each function
 - ESFs state agencies and non governmental agencies coordinate resources to ensure appropriate response and support during an incident or event



EMERGENCY SUPPORT FUNCTIONS (ESFs)



VERT ESF'S



ESF #1 Transportation

ESF #2 Communications

ESF #3 Public Works/Engineering

ESF #4 Firefighting

ESF #4 Firefighting

ESF #5 Emergency Management

ESF #6 Mass Care

ESF #7 Logistics/Resource Support

ESF #8 Public Health/Medical Svcs.

ESF #9 Search & Rescue

ESF #10 Oil & Hazardous Materials

ESF #11 Agriculture & Natural Resc.

ESF #12 Energy

ESF #13 Public Safety & Security

ESF #14 Recovery & Mitigation

ESF #15 External Affairs

ESF #16 Military Affairs

ESF #17 Volunteer & Donations



ESF 16 – MILITARY SUPPORT



ESF and Support Agency	Scope of Work
ESF #16 – Military Support Primary – Military Affairs Support – Emergency Management; Virginia National Guard; Virginia Defense Force	<ul style="list-style-type: none">• Translate civilian missions into military missions• Provide military resources• Plan, coordinate, and control mission assignments and utilization of Virginia Militia



RESPONSE PROCESS

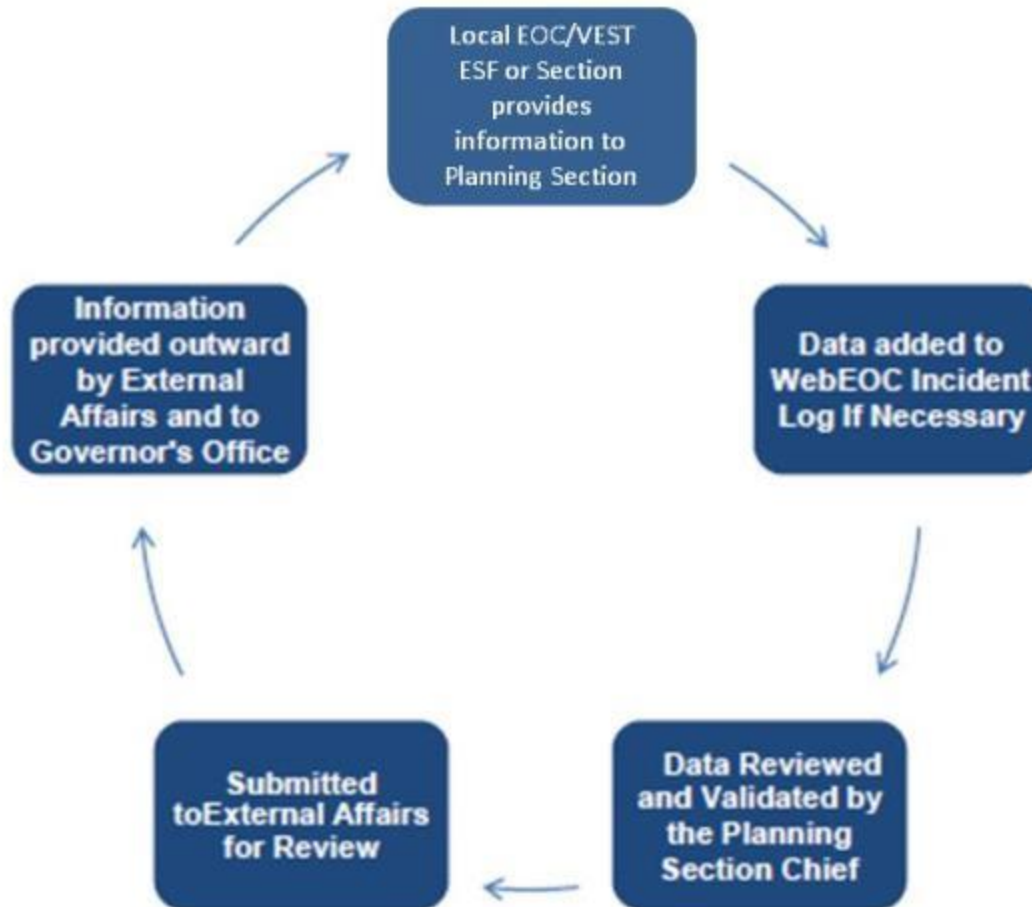


- If the Commonwealth is impacted by an event, i.e. severe weather, an incident may be created in WEBEOC as a means of communicating with local governments.
- The impacted local jurisdiction will begin to use WEBEOC to post Situation Reports (SitReps) and other pertinent information into the designated incident board.
- During an event, it is the responsibility of the **Planning Section** to verify and collate information received into useful data for decision makers.
 - Information is typically collected from local governments through SitReps, Initial Damage Assessments, and Shelter Boards.
- During normal business operations, information is shared through the Virginia Emergency Operations Center (VEOC) Watch Center.
- Additionally, during an event or incident requiring an augmentation of the Virginia Emergency Support Team (VEST), a Joint Information Center or JIC will be staffed.
- It is the responsibility of External Affairs and Public Information Officers to ensure that the public receives timely and updated information to avoid any confusion and dispel rumors.



RESPONSE PROCESS

COMMUNICATION AND INFORMATION SHARING PROCESS





WEBEOC

- Core Functions
- Interface / Walk-through



WEBEOC CORE FUNCTIONS



- **Information Sharing** - Facilitate real-time communications and information sharing between all responding and assisting parties, impacted localities, and federal partnerships during and after an emergency through many sources (IDA, SitRep, Position Log, GIS Capabilities).
- **Request Tracking** - Effectively conduct essential response and recovery operations for any hazard or threat that may impact the Commonwealth of Virginia through resource management practices (Local and State Agency Requests for Assistance)



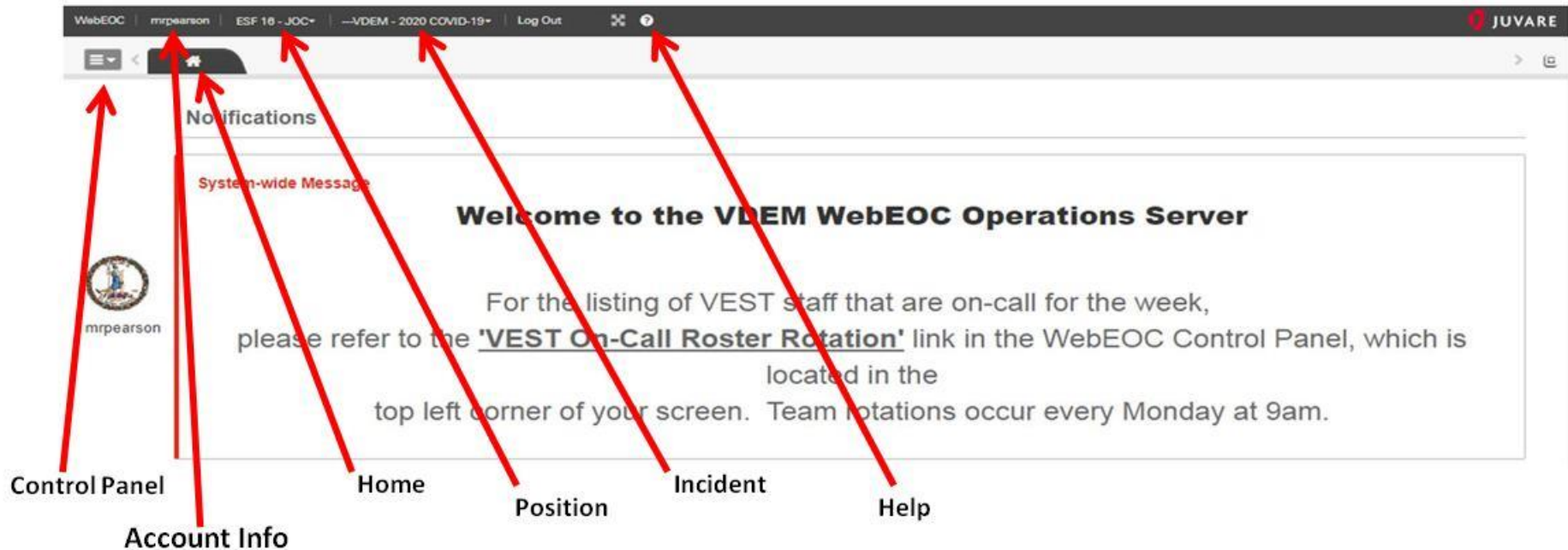
WEBEOC CORE FUNCTIONS



- Within WEBEOC, users have the capability to input, respond to, and track requests for assistance and resources deployed in connections with requests in an efficient and timely manner.
- Users can also effectively exchange information both internally and externally between local, state, and federal partners.



WEBEOC INTERFACE



WEBEOC positions - purpose of each position

Department of Military Affairs (DMA) - Only persons ENTERING requests on BEHALF of DMA should have this access. This should be limited to those that have authority to request (potentially financially) on behalf of DMA

ESF 16- Military Affairs - This is the first touch for ESF 16 when requests get "tasked" to ESF 16. Only those with THIS position can see requests initially

ESF 16-JOC & ESF 16 - JTF - Those with ESF 16 Military Affairs have the ability to task to these 2 positions based off of VNG procedures



WEBEOC INTERFACE

A screenshot of the VDEM WebEOC Operations Server interface. The top navigation bar includes "WebEOC", "myperson", "ESF 16 - JTF", "VDEM - 202003 NAME OF EVENT", "Log Out", and a "JUVARE" logo. A left sidebar menu lists various boards and menus. The main content area displays a welcome message and instructions for finding the VEST On-Call Roster Rotation link.

WebEOC | myperson | ESF 16 - JTF | VDEM - 202003 NAME OF EVENT | Log Out | JUVARE

Boards

- 01. VEST Incident Log
- 02. Position Log
- 03. After Action Review
- 04. Local Situation Report - LIBRARY
- 05. News Releases
- 06. Talking Points
- 07. IDA
- 08. Request for Assistance
- 09. Local SitRep - ESF 16 Updates
- 12. ESI Branch Master Dashboard
- 14. RERP
- 15. State Shelters
- 16. VEST Battle Rhythm
- 17. VEST On-Call Roster Rotation
- Daily Operations - ARCHIVE
- Daily Operations Log
- WHASS ESF-6 SitRep-dev
- Whass-Fusion-test
- WebEOC Support

Menus

- JICR Fusion Boards
- FEMA/ICS Forms
- Power Outages Links
- Transportation Links

Welcome to the VDEM WebEOC Operations Server

For the listing of VEST staff that are on-call for the week, to the **'VEST On-Call Roster Rotation'** link in the WebEOC Control Panel, which is located in the top left corner of your screen. Team rotations occur every Monday at 9am.

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WEBEOC INTERFACE



WebEOC username ESF 16 - JOC- --VDEM - 2020-05 NAME OF EVENT Log Out X

08. Request for Assistance X

Request Details

VDEM - 2020-05 NAME OF EVENT

Region	Locality/Agency	Status	Search:	Clear					
Request #	Mission #	Requestor	Destination	Resource	Assigned To	Status	Need By	Last Updated	
R-XXX-XXXX		State Police Department	Emergency Operations Center	ESF 16 - JOC		In Use	6/2/2020 11:27	6/13/2020 11:56	Edit Details
R-XXX-XXXX		Richmond City	XYZ City Region 1	ESF 16 - JOC		In Review	6/5/2020 14:19	6/9/2020 11:18	Edit Details
R-XXX-XXXX		State Police Department	XYZ City Region 1	ESF 16 - JOC		Accepted	5/31/2020 17:00	6/9/2020 11:16	Edit Details
R-XXX-XXXX		State Police Department	XYZ City Region 1	ESF 16 - JOC		Complete	5/31/2020 17:00	6/11/2020 11:16	Edit Details

Page 1 of 1 Create Request?

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WEBEOC INTERFACE

WebEOC | mpreparation | ESP 16 - JTF+ | --VDEM - 2020-05 NAME OF EVENT | Log Out

04. Local Situation Report - LIBR...

Local Situation Report LIBRARY

Incident: EVENT NAME

VDEM Regions: All

Search Clear Search

Jurisdiction	Region	Current EOC Status	Current Emergency Declaration Status	Government Offices Status	School Systems Status	Current Shelter Status	Evacuation Status	Last Updated	Details
XXY County	Region II	Open	Declared	Open	Closed	Closed	None	07/06/2020 16:33:33	View
XXY County	Region VII	Open	Declared	Modified Schedule	Closed	Closed	None	07/06/2020 16:12:42	View
XXY City	Region VII	Open	Declared	Modified Schedule	Closed	Closed	None	07/06/2020 15:57:22	View
XXY County	Region VII	Closed	Declared	Modified Schedule	Closed	Closed	None	07/06/2020 15:33:35	View
XXY County	Region V	Closed	Declared	Open	Closed	Closed	None	07/06/2020 10:17:32	View
XXY City	Region III	Closed	Declared	Modified Schedule	Closed	Closed	None	07/06/2020 09:16:31	View
XXY County	Region V	Open	Declared	Open	Closed	Closed	None	07/06/2020 09:09:49	View
XXY County	Region IV	Closed	Declared	Open	Closed	Closed	None	07/02/2020 20:01:18	View
XXY City	Region II	Open	Declared	Modified Schedule	Closed	Closed	None	07/02/2020 14:47:29	View
XXY County	Region I	Closed	Declared	Open	Closed	Closed	None	07/02/2020 08:48:55	View
XXY County	Region VII	Open	Declared	Open	Closed	Closed	None	07/01/2020 14:21:41	View
XXY City	Region VI	Closed	Declared	Modified Schedule	Closed	Closed	None	07/01/2020 13:07:24	View
XXY County	Region VII	Open	Declared	Open	Closed	Closed	None	07/01/2020 11:32:51	View

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WEBEOC INTERFACE



WebEOC | mperson | ESF 18 - JTF+ | -VDEM-202003 NAME OF EVENT | Log Out

01. VEST Incident Log

VEST Incident Log

Incident: EVENTNAME

Incident Log Display View

Search: Search Clear Search

Record #	Position	Name	Date	Subject	Details
21529	VDEM - Regional Coordinators		07/06/2020 14:45:32	Region 1 SitRep #80 20200706 1500hrs	Select
21527	VDEM - Regional Coordinators		07/06/2020 14:42:40	Region 3 SitRep #67	Select
21525	VDEM - Regional Coordinators		07/06/2020 12:07:02	Region 5 SitRep #82	Select
21523	VDEM - Regional Coordinators		07/06/2020 10:52:49	region 4 sit rep 44	Select
21521	Planning Section		07/06/2020 09:33:20	ICS 205a Communications List	Select
21517	VDEM - Regional Coordinators		07/03/2020 15:02:25	Region 1 SitRep #79 20200703 1500hrs	Select
21511	Planning Section		07/02/2020 17:26:46	07032020 - 07072020 VEST Incident Support Plan	Select
21509	ESF 06 - Mass Care Housing and Human Services		07/02/2020 17:03:54	AFNO Activity Report	Select
21507	VDEM - Regional Coordinators		07/02/2020 14:51:38	Region 1 SitRep #78 20200702 1500hrs	Select
21505	Planning Section		07/02/2020 13:55:06	ICS 205a Communications List	Select
21503	VDEM - Regional Coordinators		07/02/2020 11:52:33	Region 5 sitrep	Select
21503	Planning Section		07/01/2020 18:28:52	1 July 2020 VEST Situation Report	Select
21501	VDEM - Regional Coordinators		07/01/2020 14:32:09	Region 1 SitRep #77 20200701 1500hrs	Select
21500	VDEM - Regional Coordinators		07/01/2020 14:31:28	Region 3 SitRep #66	Select
21507	VDEM - Regional Coordinators		07/01/2020 13:03:55	Reg1 SitRep #67	Select
21579	VDEM - Regional Coordinators		06/30/2020 15:33:02		Select
21575	VDEM - Regional Coordinators		06/30/2020 14:55:40	Region 1 SitRep #76 20200630 1500hrs	Select
21571	Planning Section		06/30/2020 12:28:21	ICS 205a Communications List	Select
21563	Planning Section		06/29/2020 17:48:39	06302020-07032020 VEST ISP	Select
21561	Planning Section		06/29/2020 17:28:26	29 June 2020 VEST Situation Report	Select
21559	VDEM - Regional Coordinators		06/29/2020 14:36:14	Region 3 SitRep #65	Select
21557	VDEM - Regional Coordinators		06/29/2020 14:30:18	Region 1 SitRep #75 20200629 1500hrs	Select
21555	VDEM - Regional Coordinators		06/29/2020 13:34:54	Region 5 Sitrep #79	Select

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WEBEOC



REQUEST / MISSION STATUS DEFINITIONS

Request Statuses: A request does not become a mission until it is accepted by an ESF.

Submitted: This is a default notification assigned when a requestor has submitted a request for assistance to the VEOC. It serves as a notification that the request needs to be reviewed by Operations Staff for the CSALTT format, processed, and then tasked to an ESF. Only the requestor and the Request Management Group can view this status.

Tasked: The Tasking function notifies the ESF work group a request for assistance has been tasked to their respective work group for review.

In Review: This notification term tells the viewer the request for assistance is being reviewed by the assigned ESF work group. This means the ESF work group is evaluating the request against their potential resources. Requests should only be —in review|| for a short period of time.

Declined: If an ESF cannot fulfill the request for assistance. The reason for declining will be documented in the comments section of the request. Some examples of this are —resources not available||, or —not a function of this ESF||. This status does not mean that the request is not being filled. It may also represent an improperly assigned request which needs re-tasking.



WEBEOC



REQUEST / MISSION STATUS DEFINITIONS

Mission Status

Accepted: This tells the viewer the ESF work group has reviewed the request, accepted the mission based on their resource capabilities, and is currently working the mission. When this status is applied, a phone call may be made by the ESF representative to the requestor stating the mission has been accepted based on the provided request information and scope of work.

In Transit: This term tells the viewer that the requested resource has been located and the resource is in route to the designated delivery location. When this status is applied a phone call will be made by the ESF representative to the requestor stating the resource is in route.

Delivered: Tells the viewer that the resource requested has arrived at the designated location. This status should only be used when personnel and/or resource has arrived at the location, but has not started work. Once work has begun, the status should be updated to In Use.

In Use: Indicates the resource is on scene and being used to meet the needs outlined in the request for assistance.



WEBEOC



REQUEST / MISSION STATUS DEFINITIONS

Mission Status (continued)

Demobilized: The resource has been used as outlined in the scope of work and that the resource is being transitioned from operational use. At this time the resource may be re-assigned to meet another request or returned back to the resource provider.

Completed: This term should be used for the following situations:

- The resource has been returned to the provider, and is available to re-tasked to another request if necessary.
- For single service commodity resources or other items which will not be returned to the provider.

****Single service commodity resources** are those resource items that are completely consumed in their use such as meals, water, fuel, etc.

Withdrawn: Indicates the resource is no longer needed by the request originator. Only the request originator or his/her designee can “withdraw” a resource request.



WEBEOC WEBSITE LINKS



Operation Server

<https://webeoc.vdem.virginia.gov/eoc7/default.aspx>

Training Server

<https://webeoctraining.vdem.virginia.gov/eoc7/>

**NOTE: WEBEOC passwords are now set to expire every 90 days.
Previously the expiration was every 60 days.**



ENDED OF SECTION



TAKE AT 10 MINUTE BREAK



SAD MISSION DISCUSSION



SAD MISSION DISCUSSION



- KEY DOCUMENTS
 - Personnel Administration Forms
 - VDF State Active Duty (SAD) Activation Orders
 - W4 / VA4 Tax Forms
 - Filled out electronically
 - Must be Hand Signed in signature blocks
 - Expense Report Forms
 - Mission Execution
 - PERSTATREP
 - GENERAL MESSAGE (ICS 213)
 - Activity Log (ICS 214)
 - DA Form 2404 (Equipment Inspection And Maintenance Worksheet)



SAD MISSION DISCUSSION



- IMAR Team: Mission Support Concept
 - Augment a local Emergency Operations Center (EOC) and serve as liaison in requests of Emergency Support Function (ESF) #16 Military Support.
 - Deploy directly to a VaNG armory or staging area to facilitate flow of information between commander / task force HQ and the Joint Operations Center (JOC)
 - TASK FORCE LEVEL: VANG Armory or State/Local Agency
 - JOINT OPERATION CENTER LEVEL: VANG Defense Supply Center Richmond (DSCR)



SAD MISSION DISCUSSION



- Example: TASK FORCE and/or JOC STRUCTURE

Position	Day		Night	
Dep J3				
OIC				
NCOIC				
Planner				
BTL CPT				
BTL NCO				
LNO				
RTO				
VDF				
Personnel				

- Key Note:** On arrival at reporting location, identify and establish communication with the Battle CPT and BTL NCO



SAD MISSION DISCUSSION



- Example: TASK FORCE and/or JOC Battle Rhythm

TIME	FREQ		EVENT	AUDIO	VISUAL
0700	Daily		Shift Change Brief	TBD	
0730	Mon/Thurs		COS Sync	xxx-xxx-xxxx PIN: xxxx xxxx	
0900	Weekly	Mon/Fri	Staff Sync	P: WebEx Cloud: xxx-xxx-xxxx PIN: xxx xxx xx # A: DCS: xxx-xxx-xxxx PIN: xxx xxx xx # C: WebEx Standard: xxx-xxx-xxxx PIN: xxxx xxxx # E: n/a at this time	P: WebEx Cloud: https:// web link A: DCS: https:// web link C: n/a at this time E: n/a at this time
0900	Weekly	Wed	Weekly Senior Leader Brief		
1100	Daily	Except Sun	OPS Sync		
1430	Daily	Except Wed	Situation Update Brief		
1500	Weekly	*Tues	COS BUB	xxx-xxx-xxxx PIN: xxxx xxxx	
1600	Daily		J3/G3 orders Sync	xxx-xxx-xxxx PIN: xxxx xxxx	APAN: https:// web link
1800	Daily		J3 Order Published		
1900	Daily		Shift Change Brief	TBD	
1900	Daily		G3 Order Published		



JOINT OPERATION CENTER (JOC) LEVEL

- Example: JOC Setup / Mission Tracking



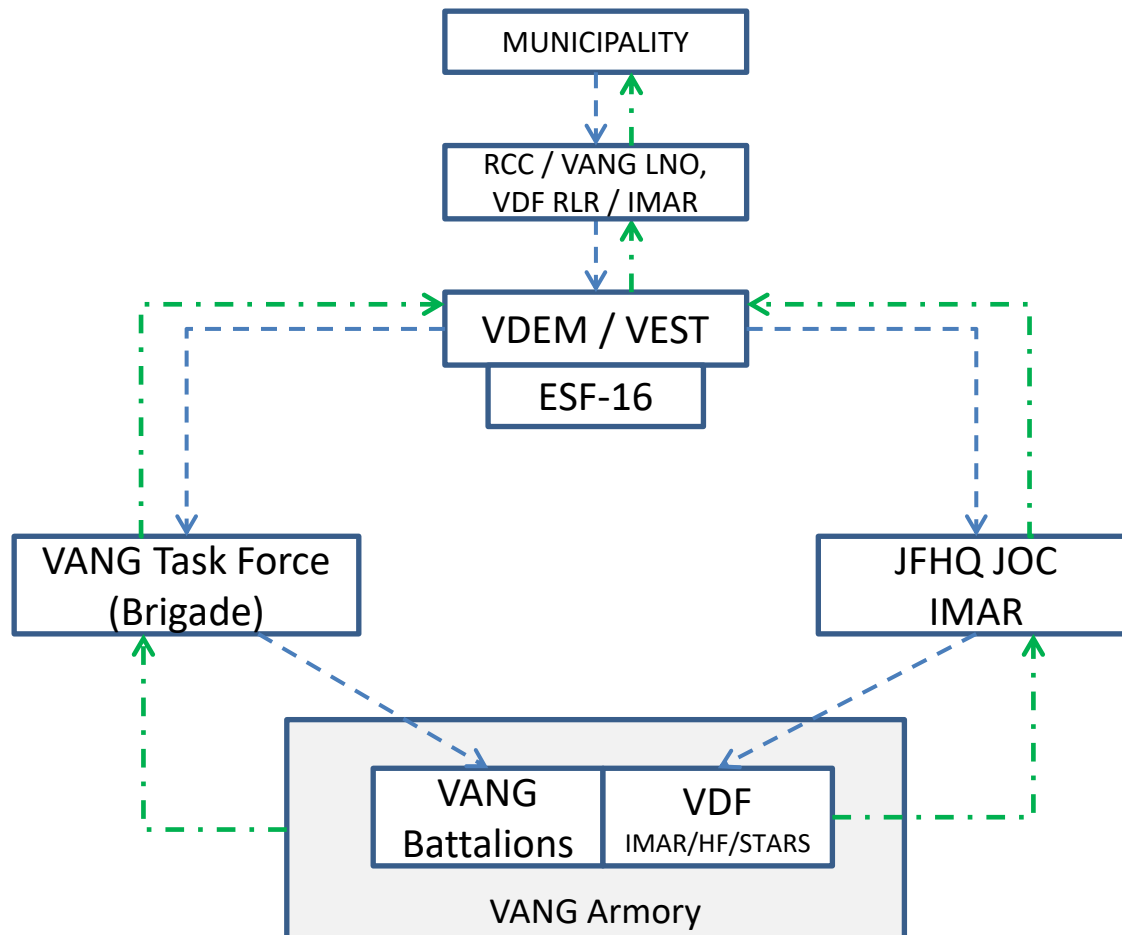
With about 101,000 National Guard members ready to assist eastern seaboard states in the path of Hurricane Irene, Guardsmen at the National Guard Coordination Center in Arlington, Va., seen here Aug. 26, 2011, are monitoring the storm and National Guard support to civilian authorities around the clock. (U.S. Army photo/Staff Sgt. Jim Greenhill)



SAD MISSION DISCUSSION



- REQUEST FOR ASSISTANCE FLOW





QUESTIONS



BACKUP



WEBEOC



WEBEOC

- Requests for Assistance
 - Mission Tracking to Completion
- Common Operating Picture
 - Situation reports
 - Damage Assessments
 - Maps
- Resources



WEBEOC



WEBEOC: Features

- Real Time Situational Awareness
 - Status Boards
 - Internal Messaging Plug-in
 - Chat (Informal Communication)
- Track Multiple Incidents and Events
- Manage Actual and Exercise Events Simultaneously
- Self Registration
- Reporting
- Simulation



WEBEOC



WEBEOC: Features

- Control Panel
 - Intuitive User Interface
 - Tailored to User Needs
 - Access / Read / Write to Status Boards
 - Access Tools
 - Chat, Checklists, Contacts, Messages
 - Access Plug-ins
 - File Library, MapTac
 - Access Links / URLs



WEBEOC



WEBEOC: Features

- Information is not erased and updated, new records are created
- Viewable from anywhere with proper network connectivity and permissions
- Able to see what information was available at the time decisions were made
- All the information pertaining to the event is in one location
- Create your own status boards, just like before
- Seamlessly move information from one status board to another